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The Potter Township Supervisors held a Regular Business Meeting on Wednesday, November 13, 2019 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:12 pm and led the Salute to the Flag.

Ms. Matsco, Mr. Shamp & Mr. Cwynar met with Mr. Jones in an Executive Session regarding litigation ahead of tonight's meeting.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Mike Jones
Engineer: Dan Sell
Secretary: Linda McCoy

Visitors: Casey Harrington, Shannon Debes, Tim Wetzel, Chris Heitman, Terrie Baumgardner, George Barnes,

Dave Conti, Mark Summerville, Joe Orlich, John Young, Fire Chief Vicky Carlton

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON OCTOBER 9, 2019.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

CITIZENS:

Ms. Baumgardner asked If Mr. Jones had the information she requested at the last meeting regarding noise and air monitors. Mr. Jones said that he will get that information to her soon in the form of the Conditional Use Hearing Decisions.

OLD BUSINESS:

MOTION TO APPROVE A CHANGE ORDER FROM STEFANIK FOR ROCKY BEND – REMOVE AND DISPOSE OF FENCE ALONG THE NORTHSIDE OF THE MAIN GATE AND REPLACE WITH LARGE ROCKS FROM THE SITE AT A COST OF \$6.600.00

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

MOTION TO APPROVE A CHANGE ORDER FROM STEFANIK FOR ROCKY BEND – REMOVE AND DISPOSE OF FENCE ALONG THE SOUTHSIDE OF THE MAIN GATE AND REPLACE WITH LARGE ROCKS FROM THE SITE AT A COST OF \$6.600.00

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

Mr. Shamp gave a report on the status of the Rocky Bend project:

- · Parking lot, fence and rocks have been installed
- Conduit for Duquesne Light and sight lighting is in place
- The foundation for the modular restroom will be poured on December 19th
- The well will be drilled soon

Mr. Shamp thanked Mr. Barnes for helping him connect with Duquesne Light for this project.

NEW BUSINESS:

MOTION TO APPROVE THE ADVERTISING OF THE 2020 BUDGET.

General Fund Budget \$2,562,269.19
State Liquid Fuels Budget \$25,600.00
Capital Fund Budget \$51,746.39
Wage Tax Fund Budget \$61,101.56
Escrow Fund Budget \$67,666.58
Public Safety Fund Budget \$1,847,726.96
DCNR Grant Food \$1836.32

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

There will not be any Township real estate tax increase next year. The 2020 budget will be available for public review in the Township Office during normal business hours and will be advertised in time for adoption at the December 11, 2019 regular business meeting.

MOTION TO APPROVE THE MINIMUM MUNICIPAL OBLIGATION FORM FOR 2020.

This is the minimum pension contribution for 2020.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

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The Board of Supervisors opened two sealed bids submitted for the advertised garbage contract for Potter Township:

| Valley Waste | 1 year | 2020 | \$37,500.00 |
|-----------------|--------|------|-------------|
| | 1 year | 2021 | \$38,430.00 |
| | 1 year | 2022 | \$39,390.00 |
| J. Young Refuse | 1 year | 2020 | \$33,900.00 |
| | 1 year | 2021 | \$34,200.00 |
| | 1 year | 2022 | \$34,500.00 |

The Board will award the bid at a later business meeting before the end of 2019.

Ms. Matsco reported on the results from the recent recycling survey:

- 55% currently recycle
- 80% would recycle if it was curbside
- 70% agree with the Township paying the recycling fees
- 60% NO / 40% YES allowing a burn ordinance in the Township in order to receive grants and/or rebates to
 offset the cost of recycling

Both garbage contractors will offer recycling services.

MOTION TO RATIFY THE APPROVAL OF THE PURCHASE OF A NEW TRUCK AND PLOW FOR THE ROAD DEPARTMENT, NOT TO EXCEED \$100,000.00.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

Motion was made on November 8th by Earl Shamp and seconded by Al Cwynar.

MOTION TO APPROVE THE PROPOSAL FROM ABBEY FLOORING FOR \$485.00 TO REMOVE THE FLOORING AND FLOAT THE FLOOR IN THE TOWNSHIP HALL.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO RATIFY THE APPROVAL OF WIDMER ENGINEERING'S RESEARCH ON THE TOWNSHIP BOUNDARY LINE AT A COST OF \$15,800.00.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

Motion was made on October 16th by Al Cwynar and seconded by Earl Shamp.

MOTION TO APPROVE THE PROPOSAL FROM ABBEY FLOORING FOR NEW FLOORING FOR THE TOWNSHIP OFFICE AT A COST OF \$3,445.00.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO APPOINT TOM RUFF TO THE PLANNING COMMISSION.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

MOTION TO APPOINT ED KOLIS AS AN ALTERNATE TO THE PLANNING COMMISSION.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

SOLICITOR'S REPORT: No report.

ENGINEER'S REPORT: No report

PLANNING COMMISSION:

The Planning Commission will look at our Township Ordinances regarding gaps and enforcement.

FIRE DEPARTMENT:

- The Department held a 'Mortgage Burning'.
- They received a loan for SCBA packs.
- The bake sale was phenomenal.
- The raffle ticket winner was from Brighton Twp. the Department sold all tickets this year!
- The Department may hold another soup sale in February.

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ROAD DEPARTMENT: No report

POLICE DEPARTMENT: No report

Ms. Matsco reported on the recent RECAP meeting she attended:

- She was impressed by how safely local businesses are operating
- NOVA will be demolishing the AES Cogen Plant
- The El Paso Restaurant at the Mall will be opening soon

REAL ESTATE TAX COLLECTOR:

Vicky Leininger submitted 2019 October Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:

| The balance in the | General Fund Account is | \$2,232,883.55 | \$403,853.50 of this is MDIA permit fees |
|--------------------|-------------------------------|----------------|---|
| | | | Bills for this account totaled \$356,346.04 |
| The balance in the | State Liquid Fuels Account is | \$4,610.35 | Bills for this account totaled \$3,142.97 |
| The balance in the | Capital Equipment Account is | \$51,765.41 | There were no bills for this account |
| The balance in the | Escrow Money Account is | \$109,565.24 | There were no bills for this account |
| The balance in the | Wage Tax Account is | \$61,103.78 | There were no bills for this account |
| The balance in the | Public Safety Account is | \$1,847,905.85 | There were no bills for this account |
| The balance in the | DCNR Grant Fund is | \$1.00 | There were no bills for this account |

MOTION TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF OCTOBER. MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

ANNOUNCEMENTS:

The Planning Commission will not meet in November.

The Township Office will be closed on Thursday and Friday, November 28th & 29th in observance of Thanksgiving.

The Recreation Board's Golden 50's Dinner will be held on Saturday, November 16th – the theme is My Big Fat Golden 50's Dinner with Greek foods being served. All residents over 50 are invited.

The Recreation Board will be hosting its annual Holiday Bingo on Friday, December 6th at 6:00pm in the Township Building. All residents are invited.

The Supervisors will hold a Work Session on Wednesday, December 4th at 6:00 pm.

The next Regular Business Meeting is scheduled for Wednesday, December 11th at 6:00pm.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:48 PM.

Respectfully Submitted,

Linda McCoy, Secretary